

MINUTES

NEW JERSEY STATE BOARD OF PROFESSIONAL PLANNERS

October 7, 2015

Public Session

I. **CALL TO ORDER**

The regularly scheduled meeting of the Board was called to order at 9:51 am in the Union Conference Room on the third (3rd) floor at 124 Halsey Street, Newark, New Jersey.

DAG Albertson administered the Oath of Office to new Board member Kenneth Nelson, PP .

PARTICIPANTS

		PRESENT	ABSENT	EXCUSED
President	Joseph M Petrongolo, LLA, RLA, PP	(X)	()	()
Vice President	Victor E Vinegra - PE, PP	(X)	()	()
Board Member	Rosalee Keech, Public Member	()	()	(X)
Board Member	Kenneth Nelson, PP	(X)	()	()
Board Member	Richard P Ragan, RA, PP	(X)	()	()
Board Member	Public Member			
Board Member	Professional Planner			
Board Member	Government Member			

OTHERS PRESENT: B. Michelle Albertson, Deputy Attorney General; Karl W. Reidel, Executive Director; Martha Richardson staff member of the Board of Professional Engineers and Land Surveyors; and Margaret Hinkley, Secretary to Executive Director of the Board of Architects.

II. **OPEN PUBLIC MEETINGS ACT**

The statement required by Chapter 231, public laws of 1975, the "Open Public Meetings Act," was read and it was announced that notice of this meeting was prepared in the office of the Board of Professional Engineers and Land Surveyors and mailed to the Secretary of State, the Newark *Star-Ledger*, the Trenton *Times*, the Camden *Courier-Post*, the *Record* and the Atlantic City *Press*.

III. **APPROVAL OF MINUTES**

July 21, 2015

ACTION: The Board reviewed the Public Session minutes of July 21, 2015 and on a motion by Mr. Ragan, seconded by Mr. Vinegra, voted to approve the minutes as presented. Mr. Nelson abstained. The motion passed.

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IV. EXECUTIVE DIRECTOR REPORT

a. General Report

ACTION: Executive Director Reidel informed the Board that the new rule to N.J.A.C. 13:41-5.3; 6.1 and 6.2, which requires professional boards to provide credits toward requirements for licensure for veterans with substantially equivalent training has been adopted and published in the *New Jersey Register*.

b. Incoming correspondence

Brandi Ray
Professional Credential Services, Inc. (PCS)
July 7, 2015
Re: May 2015 Planners Examination Pass/Fail Roster (Attachment)

ACTION: Duly noted.

V. APPEARANCE

Robert Campanelli, ethics officer, Division of Consumer Affairs was present to conduct a presentation on ethic guidelines to all board members present.

VI. REVIEW OF APPLICATIONS

a. Routine

1. Applicants to be approved to sit for the October 2015, New Jersey Planning Examination.

Michael J. Manzella	Jeffrey Cucinotta	Francesca Giarratana
Autumn Sylvester	Jennifer Gonzalez	Elizabeth Ward
Jennifer Gorini	Theresa Ziegler	Kathleen Imbriano
Nesai Desai	Woo Kim	Christopher Kok
Nicholas Veraart	Beatrice Burgis	Kevin D. Kraft
Katherine O’Kane	Zachary Staff	Ashton G Jones
Jessica A Jahre	Nicolaas C Veraat	

ACTION: The Board reviewed the above applications and Mr. Ragan made a motion to recommend approval of the above applicants to take the New Jersey Planning Law Examination. Mr. Vinegra seconded the motion. It passed unanimously.

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2. Applicants with a NJ PE, RA, LA or LS license to be approved to sit for the November 2014, New Jersey Planning Examination.

Anthony Di Rosa

Ambrose E. Gmeiner II

Ryan Headley

ACTION: The Board reviewed the above applications and Mr. Ragan made a motion to recommend approval of the above applicants to take the New Jersey Planning Law Examination. Mr. Vinegra seconded the motion. It passed unanimously.

3. List of Applicants to Retake New Jersey Planning Examination.

Steven Simone

Joseph Weaver

Beatrice Burgis

ACTION: The Board reviewed the above applications and Mr. Ragan made a motion to recommend approval of the above applicants to take the New Jersey Planning Law Examination. Mr. Vinegra seconded the motion. It passed unanimously.

4. Applicants to be approved to sit for the November 2015, New Jersey Planner in Training Examination

Christopher J Kok

ACTION: The Board reviewed the above applications and Mr. Ragan made a motion to recommend approval of the above applicants to take the New Jersey Planner in Training Examination. Mr. Vinegra seconded the motion. It passed unanimously.

5. Applicant to be approved for licensure as a NJ Professional Planner from Upgrade as PIT

Thomas M Behrens

ACTION: The Board reviewed the above application and Mr. Ragan made a motion to approve for licensure. Mr. Vinegra seconded the motion. It passed unanimously.

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- b. Re-activation of License

Alex J Zepponi

ACTION: The Board reviewed the above application for re-activation of licensure and Mr. Ragan made a motion to inform Mr. Zepponi that the Board determined that he failed to demonstrate proficiency and therefore, he needs to take the NJ test for re-activation of his license. Mr. Nelson seconded the motion. It passed unanimously.

VII. OLD BUSINESS

None

VIII. INFORMATION / DISCUSSION ITEMS

Executive Director Reidel informed the Board that the contract to administer the test was only for two (2) years. The bid for the exam is out to the vendors for consideration and currently we are waiting for responses. The review of bids needs to happen quickly in time to meet the November test dates.

ACTION: After some discussion, Mr. Ragan motioned to authorize the Board President to sign off on the approved bid to administer the examination. Mr. Vinegra seconded the motion. It passed unanimously.

IX. PUBLIC COMMENTS

Seeing no one present from the public, Mr. Petrongolo proceeded to the next item on the agenda.

X. EXECUTIVE SESSION

There was no executive business to discuss.

XI. NEXT MEETINGS

December 2, 2015	Regular Meeting	Union Room - 3 rd Floor
April 6, 2016	Regular Meeting	Union Room - 3 rd Floor

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XII. ADJOURNMENT

The meeting adjourned at 2 pm

APPROVED BY:

Joseph M. Petrongolo
President

Karl W. Reidel
Executive Director